

December 22nd, 2022

Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 4th January 2023 at 7:00 pm** in **Hybrid Meeting - Church Street, Newtownards & Zoom.**

Agenda

Agenda

📄 *EC 04.01.23 Agenda.pdf*

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1. Apologies

2. Declarations of Interest

3. Presentation - Eco Schools Winners (Londonderry Primary School)

4. Q2 Service Plan Performance Reports

4.1 Waste and Cleansing Services

(Report attached)

📄 *Item 4.1 Waste and Cleansing Services Service Plan Performance Report Q2 22 - 23 DL.pdf*

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4.2 Assets and Property Services

(Report attached)

📄 *Item 4.2 Assets and Property Services Service Plan Performance Report Q2 2022-23 DL.pdf*

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5. Grant of Entertainment Licence

(Report attached)

📄 *Item 5 Grant of Entertainment Licence DL.pdf*

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6. Grant of Pavement Café Licence

(Report attached)

📄 *Item 6 Grant of Pavement Cafe Licence DL.pdf*

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7. Car Park Strategy update - Proposals for Car Parking Enhancements in Donaghadee

(Report attached)

Item 7 Donaghadee Car Parking Improvement Scheme DL - FIGURE TO BE ADDED AT 2.4.pdf	Page 13
Item 7 Appendix 1 - Map Showing Location of Off-Street Public Car Parks Within 3-Minute Walk of Donaghadee Town Centre.pdf	Page 19
Item 7 Appendix 2 - On-Street Parking at Parade and Shore Street Donaghadee.pdf	Page 20
Item 7 Appendix 3 - Crommelin Car Park.pdf	Page 20
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Item 7 Appendix 7 - Donaghadee Harbour Car Park.pdf	Page 24

8. Building Control Q2 Activity Report (1 July 2022 to 30 September 2022)

(Report attached)

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9. Notices of Motion

9.1 Notice of Motion submitted by Alderman McIlveen and Councillor Cummings

That this Council expresses concern with the number of residential and commercial bins left on public footways in the Borough long after the bin collection date. Bins left on public footways are not only unsightly, they can lead to hygiene and contamination issues, as well as safety concerns, forcing pedestrians onto the road due to the blocking of a footway. This Council notes its own lack of enforcement powers to tackle this issue. Council officers will in the meantime, bring back a report to the appropriate committee detailing action that the Council can take under current powers to try to address the issue of bins left on public footways.

10. Any Other Notified Business

*****In Confidence*****

11. Proposed arc21 Residual Waste Treatment Project - Update

Report

(Report attached)

📄 *Item 11 Proposed arc21 Residual Waste Treatment Project - Update Report DL.pdf* **Not included**

📄 *Item 11 Appendix 1 - arc21 Officers' Update Report.pdf* **Not included**

12. Review of Commercial Waste Service Charges - 2023/24

(Report attached)

📄 *Item 12 Commercial Waste Service Charges for 2023 - 2024 DL.pdf* **Not included**

13. CCTV Control Room Operator Contract

(Report attached)

📄 *Item 13 CCTV Control Room Contract Extension DL.pdf* **Not included**

Invitees

Robert Adair
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Naomi Armstrong-Cotter
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Graeme Bannister
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Craig Blaney
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Joe Boyle
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Mark Brooks
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Peter Caldwell
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Angus Carson
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Alistair Cathcart
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David Chambers
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Simon Christie
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Stephen Cooper
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Cllr Trevor Cummings
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Alison Curtis
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Andrew Dadley
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Stephen Daye
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Stephanie Denny
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Brian Dorrian
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Karen Douglas
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Stephen Dunlop
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Nigel Edmund
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Adele Faulkner
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Paulene Foster
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Robert Gibson
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Jennifer Gilmour
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Deborah Girvan
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Jennifer Glasgow
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Paula Gowdy
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Gillian Greer
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Stephen Grieve
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Wesley Irvine
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Cllr Steven Irvine
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Hannah Irwin
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Claire Jackson
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Peter Johnson
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Bill Keery
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Colin Kennedy
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Richard King
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David Lindsay
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Heather Loebnau
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Janice MacArthur
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Patricia Mackey
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Sharon Mahaffy
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Nigel Martin
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Lorna McAlpine
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Carl McClean
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Sian McConnell-Porter
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Steven McCrea
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Rosemary McCullough
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Ann McCullough
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Susie McCullough
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Alan McDowell
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Michelle McElveen
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Clare McGill
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Stephen McIlveen
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Barry McKee
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Ray McKimm
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Martin McRandal
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Moirá McVeigh
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Victoria Moore
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Jan Nixey
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Ian O'Neill
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Stephen Reid
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Richard Smart
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Marion Smith
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Tom Smith
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Philip Smith
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Eddie Thompson
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Frances Thompson
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Gavin Walker
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Colin White
.....
Jeanette Wilson
.....
Scott Wilson
.....
Rachel Woods
.....

ARDS AND NORTH DOWN BOROUGH COUNCIL

22 December 2022

Dear Sir/Madam

You are hereby invited to attend a hybrid meeting (in person and via Zoom) of the Environment Committee of Ards and North Down Borough Council which will be held virtually on Zoom on **Wednesday, 4 January 2023** commencing at **7.00pm**.

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Apologies
2. Declarations of Interest
3. Presentation – Eco Schools Winners (Londonderry Primary School)
4. Q2 Service Plan Performance Reports (Copies attached)
 - 4.1. Waste and Cleansing Services
 - 4.2. Assets and Property Services
5. Grant of Entertainment Licence (Report Attached)
6. Grant of Pavement Café Licence (Report attached)
7. Car Park Strategy Update - Proposals for Car Parking Enhancements in Donaghadee (Report attached)
8. Building Control Q2 Activity report (1 July 2022 to 30 September 2022) (Report attached)
9. Notices of Motion
 - 9.1. Notice of Motion submitted by Alderman McIlveen and Councillor Cummings

That this Council expresses concern with the number of residential and commercial bins left on public footways in the Borough long after the bin collection date. Bins left on public footways are not only unsightly, they can lead to hygiene and contamination issues, as well as safety concerns, forcing pedestrians onto the road

due to the blocking of a footway. This Council notes its own lack of enforcement powers to tackle this issue and expresses concern at the Department for Infrastructure's reluctance to use its own enforcement powers. Accordingly, this Council agrees to write to the Department for Infrastructure asking the Department to tackle this issue. Council officers, will in the meantime, bring back a report to the appropriate committee detailing action that the Council can take under current powers to try to address the issue of bins left on public footways.

10. Any Other Notified Business

****IN CONFIDENCE****

11. Proposed arc21 Residual Waste Treatment Project - Update Report (Copy attached)
12. Review of Commercial Waste Service Charges – 2023/24 (Report attached)
13. CCTV Control Room Operator Contract (Report attached)

MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)

Alderman Carson	Councillor Greer
Alderman McDowell (Chair)	Councillor Irwin
Alderman M Smith	Councillor Johnson
Alderman Armstrong-Cotter	Councillor Woods (Vice Chair)
Councillor Boyle	Councillor MacArthur
Councillor Cathcart	Councillor McAlpine
Councillor Cummings	Councillor McKee
Councillor Edmund	Councillor Smart

Unclassified

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ITEM 4.1**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment
Date of Meeting	04 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste & Cleansing Services
Date of Report	12.12.2022
File Reference	43600
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Quarterly Performance Report for Q2 2022/23
Attachments	Quarterly Performance Report

Context

Members will be aware that the Council is required, under the Local Government Act 2014, to have in place arrangements to secure continuous improvement in the exercise of its functions. To fulfil this requirement the Council approved the Performance Management Policy and Handbook in October 2015. The Performance Management Handbook outlines the approach to Performance Planning and Management process as:

- Community Plan – published every 10-15 years
- Corporate Plan – published every 4 years (Corporate Plan Towards 2024 in operation)
- Performance Improvement Plan (PIP) – published annually (for publication 30 September 2022)
- Service Plan – developed annually (approved April/May 2022)

The Council's 18 Service Plans outline how each respective Service will contribute to the achievement of the Corporate objectives including, but not limited to, any relevant actions identified in the PIP.

Unclassified

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Reporting approach

The Service Plans will be reported to relevant Committees on a quarterly basis as undernoted:

Reference	Period	Reporting Month
Quarter 1 (Q1)	April – June	September
Q2	July – September	December
Q3	October – December	March
Q4	January - March	June

The report for Quarter 2 2022-23 is attached.

Key points to note:

- There continues to be an encouraging trend in terms of landfill tonnage falling in comparison to the previous year (down by over 2000 tonnes), although our recycling rate remains well below target.
- Budget overspend on staffing has been reduced to almost on target because of most covid-19 prevention support measures being removed during the quarter.

Key achievements:

- The Cleanliness Pollution Index (LEAMS) score achieved increased from 76% to 89% during Q2, reflecting the extra cleansing measures put in place during the summer months.

Emerging issues:

- None

Action to be taken:

- Implementation of the agreed programmes of householder recycling engagement through our kerbside and HRC services.

RECOMMENDATION

It is recommended that the Council notes the report.














Unclassified

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Quarterly Performance Report - Waste and Cleansing Services

Generated on: 12 December 2022

Last Update Q2 2022/23

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	Tonnage of municipal solid waste sent to landfill	18,792	19,000
	% of household waste recycled, reused and composted	53.4%	60%
	Amount (tonnes) of biodegradable waste sent to landfill	8,272	9,509
	Improve the recycling rate at the Council's HRCs	66.5	60
	Local Environmental Audit and Measurement Score (LEAMS) (Street Cleansing)	89	75
	Deliver an enhanced Public Realm street washing service in-house	4	3
	Develop Strategy for improving recycling rates across HRCs	Yes	Yes
	% spend against budget	100.46%	100%
	% staff receiving regular team briefings	90%	100%
	No of temporary traffic management controls (days) implemented during the quarter	4	5
	Loos of the Year Awards	100%	0%
	% staff attendance	93.89%	95%
	Amount (tonnage) of Local Authority Collected Municipal Waste Arisings	47,442	50,000

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ITEM 4.2**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	4 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	16/12/22
File Reference	43600
Legislation	Local Government Act 2014
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Assets & Property Services Q2 Service Plan Performance Report
Attachments	

Context

Members will be aware that the Council is required, under the Local Government Act 2014, to have in place arrangements to secure continuous improvement in the exercise of its functions. To fulfil this requirement the Council approved the Performance Management Policy and Handbook in October 2015. The Performance Management Handbook outlines the approach to Performance Planning and Management process as:

- Community Plan – published every 10-15 years
- Corporate Plan – published every 4 years (Corporate Plan Towards 2024 in operation)
- Performance Improvement Plan (PIP) – published annually (for publication 30 September 2022)
- Service Plan – developed annually (approved April/May 2022)

Unclassified

The Council's 18 Service Plans outline how each respective Service will contribute to the achievement of the Corporate objectives including, but not limited to, any relevant actions identified in the PIP.

Reporting approach

The Service Plans will be reported to relevant Committees on a quarterly basis as undernoted:

Reference	Period	Reporting Month
Quarter 1 (Q1)	April – June	September
Q2	July – September	December
Q3	October – December	March
Q4	January - March	June

The report for Quarter 2 2022-23 is attached.

Key points to note:

- Roadside audits are still suspended due to Covid. This will change in Q3 since the risk assessment for cleansing vehicles is updated.
- Quality Assurance rate for maintenance jobs is slightly behind target, due to staff shortages.
- Budget is overspent due to significant increases in diesel and utilities
- Staff attendance is slightly below target due to several members of staff being off on long term sick.

Key achievements:

- Kircubbin CC refurbishment works complete
- Groomsport Boathouse refurbishment works complete
- Clandyboye house replacement windows complete.
- Portaferry pathway resurfacing complete.

Emerging issues:

The increased cost of diesel and utilities will continue to be a problem throughout the year. In addition, contractors' costs and materials have also increased significantly.

RECOMMENDATION

It is recommended that the Council notes the report.
















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Quarterly Performance Report - Assets and Property Services

Generated on: 16 December 2022

Last Update Q2 2022/23

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	% of applicable properties achieving an E rating or better (cumulative)	95%	0%
	Set Action Plan implementation dates for Sustainable Energy Management Strategy (cumulative)	No	No
	Trial of Biofuel in the fleet completed and results reported back	No	No
	Trial of roof mounted Solar Panels in the fleet completed (cumulative)	Yes	Yes
	No. of roadside audits complete per quarter	0	30
	% of fleet is audited every quarter	5%	5%
	% of condition surveys completed against schedule (cumulative)	100%	100%
	Required number of refurbishments carried out according to the schedule	Yes	Yes
	% of time that life belts are serviceable	90%	90%
	% of vehicles that pass PSV first time	95%	95%
	% of maintenance jobs completed within timescales	81%	80%
	% maintenance jobs quality assured	8.4%	10%
	% spend against budget	119.92%	100%
	Internal Customer Feedback surveys completed	No	No
	% questionnaires issued to berth holders	0%	0%

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Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	Consultation and roll out of Port Marine Safety Code Compliance Document (cumulative)	Yes	Yes
	% staff attendance	90.05%	95%
	% staff receiving team briefings	100%	100%
	% planned training Vs actual completed as per training register (cumulative)	40%	40%
	% Playground inspections are carried out as per schedule	100%	90%
	Planned maintenance of public areas carried out according to the schedule	Yes	Yes

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ITEM 5

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	04 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	14 December 2022
File Reference	LR 100 / 90101
Legislation	The Local Government (Miscellaneous Provisions) (NI) Order 1985
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Grant of Entertainment Licence
Attachments	None

An application has been received for the grant of entertainment licence as follows:

The Bull & Claw, 1 The Strand, Portaferry

Applicant: Mr Fraser Greenhill, 21 Croft Road, Holywood

Days and Hours: Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment: Indoor dancing, singing and music or any other entertainment of a like kind.

The PSNI and NIFRS have been consulted and there are no objections.

RECOMMENDATION

It is recommended that the Council grants the application.

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ITEM 6

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	04 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	14 December 2022
File Reference	LR PCL47 / 90101
Legislation	Licensing of Pavement Cafés Act (NI) 2014
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Grant of Pavement Café Licence
Attachments	None

The following application has been received for the grant of a Pavement Café Licence:

The Stormy Cup

Applicant: Mr Linus Menden

Venue: 25-27 New Street, Donaghadee

Day and hours of use:

Monday - Sunday 09.30 - 17.00

The application has been publicly displayed on the relevant premises for 28 days as required in the legislation. No objections have been received.

DFI Roads and the Planning Service have been consulted.

Under the agreed conditions of licence, the pavement cafe will be required to:

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- only use the agreed area to be outlined in the licence,
- provide only the approved furniture,
- completely remove any furniture from the pavement at the end of each day's trading
- keep the area used for the café to be kept clean of litter and liquid spills

RECOMMENDATION

It is recommended that the Council grants the above licence.

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ITEM 7

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	04 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services Head of Assets and Property Services
Date of Report	14 November 2022
File Reference	90303
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Car Park Strategy Update Proposals for Car Parking Enhancements in Donaghadee
Attachments	Appendix 1 - Map Showing Location of Off-Street Car Parks Within 3 Minute Walk of Donaghadee Town Centre Appendix 2 - On-Street Car Parking The Parade/Shore Street Donaghadee Appendices 3-7: Drawings of Proposed Donaghadee Car Park Improvement Schemes

1.0 Introduction – Car Park Strategy Update

Members will be aware that the Council has approved a Car Park Strategy, and key work streams have been identified in terms of taking the implementation of the strategy forward. The single most significant impediment to substantive progress in this, is the fact that (as reported to the Committee previously), the legislation dealing with the transfer of former DfI car parks to Councils at RPA is defective. The defect means that Councils lack the legal power to rescind the existing Car Park Orders that were introduced by DfI when they make new ones. This has a significant impact

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on the plans set out in our Strategy as we do not have the vires to alter arrangements for the operation and management of the car parks covered by the existing Order, until the old Order is rescinded and a new one is made. For example, one of the key things we cannot yet do, is introduce the new tariff system in existing charged car parks, which is central to the financial viability of the planned car park redevelopment programme envisaged in the Strategy.

Whilst DfI has been aware of the legal problem for some considerable time, officers wrote to the Department again more recently and have now received assurance from the senior official dealing with the matter that work is actively in hand to seek to address the issue. A working group has been established with Council representatives to agree the way forward and prepare draft legislation to resolve the legal impediment. It has however been highlighted that approval of such draft legislation (giving Council the ability to have the existing Car Park Order rescinded and put new a Car Park Order in place), will require a fully functioning Assembly.

Whilst we await the resolution of the legal situation around this, we have in the meantime been progressing with an ongoing annual programme of car park repairs and maintenance under our Property Maintenance Strategy – although the funding in the Assets and Property Services budget for this is limited and currently only allows for minor reactive repairs and one larger resurfacing scheme per year. Over the past four years the following more significant car park resurfacing schemes have been completed:

- Community Centre, Greyabbey
- Banks Lane, Bangor
- Ballywalter Road, Millisle
- Harbour Plaza, Donaghadee (Majority funded by DfC)

We have also been progressing work around installation of EV charge point infrastructure in a number of our off-street car parks, availing of external funding opportunities as reported recently to the Committee.

2.0 Donaghadee

One of the work strands identified in the Car Park Strategy is exploring options for enhancement of car park provision in Donaghadee.

The Car Park Strategy identified that whilst there are (significantly under-utilised) car parks in Donaghadee, it recommended that further discussions and consideration is given regarding parking provision in the town. During the work undertaken to develop the strategy, there was a strongly voiced concern from the Donaghadee Community Development Association that public car parking arrangements were in urgent need of review, particularly given the growing resident population of the town and its popularity as a visitor destination in the Borough.

Such a review is not something that is directly or immediately dependent upon the introduction of a new Car Park Order for the Borough, as the car parks in Donaghadee are not included in the charged car park estate – and for now the Council has agreed not to extend charging to car parks that do not currently attract a

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charge. In this regard, officers have included in their preliminary Car Park Strategy implementation work, a review of car parking facilities and arrangements in Donaghadee.

2.1 Existing Off-Street Car Parking Provision/Capacity

The map attached at Appendix 1 illustrates that Donaghadee already has five car parks that could reasonably be defined and characterised as *town centre car parks*, all of which being a 2-3 minute walk to the heart of the town centre.

- Marina Car Park (large car park adjacent to Sir Samuel Kelly Lifeboat) (3 mins walk)
- William Street (3 mins walk)
- Harbour Court Car Park (beside Copeland Distillery) (2 mins walk)
- Crommelin Park (2 mins walk)
- The Moat (3 mins walk)

It can be clearly seen from this graphic representation of the existing car park locations in Donaghadee, that they do in fact collectively represent a very good spread of such facilities that are already there to support the town centre economy. In total there are at least 337 off-street car parking spaces within 2 or 3 minutes casual walking distance of the town centre, located north, south, east and west.

In the context of features identified in the Car Park Strategy as being key to the provision of high quality, effective public car park facilities, officers have identified a number of deficiencies which have historically led to significant under-appreciation and under-utilisation of Donaghadee town centre car park assets - and in turn some dissatisfaction with the public car park offering in the town. These deficiencies include:

- Inadequate/non-existent roadside signage directing drivers to the car parks. This has to some degree contributed to a 'lost' or 'forgotten' public car park estate that visitors (and even some locals) don't realise is already there within a very short/convenient walking distance from the town centre.
- Poor standard of car park layout, surfacing, bay marking etc. This can lead to inefficient use of the car parking space available and in some instances a reluctance by prospective users to use the car park due to concern about safety etc.
- Poor car park infrastructure/aesthetics – lighting, visitor information signage, landscaping etc. Again, this can deter prospective users who view the aesthetic quality of the car parks as unattractive and perhaps unsafe to use.
- Poor directional signage for pedestrians from car park to town centre. This can be a barrier to use, as visitors in particular may not realise how close they are to the town centre and the most appropriate direct and convenient walking route when they leave the car park.

2.2 Proposed Off Street Car Park Improvements

In the context of sustainability, planning constraints and the limited availability of other site options in the vicinity of Donaghadee town centre that could be viably

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utilised, it is officers' view that the optimum solution for the town in terms of improving the off street car park offering is to rejuvenate, reimagine and more effectively promote the substantial car park facilities that already exist as outlined above. It is proposed that a package of measures to address the deficiencies detailed above, can be used to maximise utilisation of the existing Donaghadee town centre car park assets. These are detailed in Appendices 2-6, which show drawings of each car park illustrating planned improvements to each. These include where appropriate:

- Car park surface repairs/renewal
- Clear bay marking
- Disabled parking bays
- Coach parking bays
- Motorcycle parking bays
- New/enhanced lighting
- EV Charge Point
- New on-site information and directional signage
- New/enhanced landscaping features
- Other features to enhance the aesthetic appearance/attractiveness of the car park
- Street located directional signage to the town centre for pedestrians exiting the car park

In addition to these on-site car park enhancements, it is proposed that a scheme of roadside informational and directional signage will be designed and installed, with the agreement and approval of DfI. DfI has already been consulted informally on this and it is officers' belief that they would be agreeable in principle. Such a well-designed and presented scheme of roadside signage will facilitate the efficient and effective guidance of drivers towards and into the off street car parks, dispelling any ignorance or confusion around the availability of some 340 off street car parking spaces across five car park sites located just 2 or 3 minutes walking distance from the town centre. Signage would highlight the number of car park bays at each site and the walking distance from each site to the town centre.

2.3 Proposed On-Street Car Parking Improvements

Officers recognise that inefficient and inconsiderate use of roadside parking space around the town centre, can contribute to an overall car parking deficit in Donaghadee. Roadside car parking bays are not marked out along the Parade/Shore Street or in New Street/High Street. This means that the value of the available car parking space at these key roadside locations is not being maximised, with a sub-optimal number of cars being able to avail of total space available at any one time. Furthermore, whilst a one hour waiting restriction is in place in New Street/High Street, there is no such waiting restriction along the Parade.

It is estimated that the provision of bay marking as indicated above would give around fifty designated car parking spaces, improving efficiency of the use of this stretch of roadside parking (see Appendix 2). Introduction of a waiting time

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restriction on the Parade would greatly enhance parking turnover, as it is evident that this prime location is routinely used for long stay parking.

From informal discussions with DfI officers it is possible that the Department may be amenable to introduction of bay marking and waiting restrictions at locations as outlined above. A DfI official attended a meeting of the Donaghadee Town Advisory Group (TAG) where the proposals set out in this report were discussed and confirmed that an expression of support from the local TAG and Council would be helpful in moving forward in partnership with the Department on these issues. The Donaghadee TAG has confirmed it is supportive of this direction of travel for car parking improvements in Donaghadee and has confirmed its intention to better utilisation of the existing town centre public car park estate in the meantime. Council officers have agreed to assist the TAG regarding the latter.

2.4 Funding

The total estimated cost of this car park improvement scheme is £390,000. Presently there is no identified budget for the project, however it is anticipated that there may be potential to avail of external funding later in the financial year, as often happens during year-to-date spending reviews. To put Council in the best position to avail of any short notice funding opportunities, it is important that we have pre-planned schemes such as this which would be ready to commence without delay and be completed within set time constraints. Aside from potential external funding opportunities, the existing car park maintenance and repairs budget could potentially be utilised to deliver at least part of the proposed improvement scheme for Donaghadee. Alternatively, when the issue around making of a new Car Park Order for the Borough is resolved and we are in a position to embark upon a programme of full implementation of our Car park Strategy, with associated financial support arising from a new tariff structure, this scheme for Donaghadee could be incorporated into that programme.

The proposed car park improvement project could be undertaken in one or several phases as and when funding becomes available, subject to further agreement by Council of such details.

In the context of other pressures, at this stage it is not proposed that provision would be made for the required budget as part of the forthcoming 2023-24 estimates process.

RECOMMENDATION

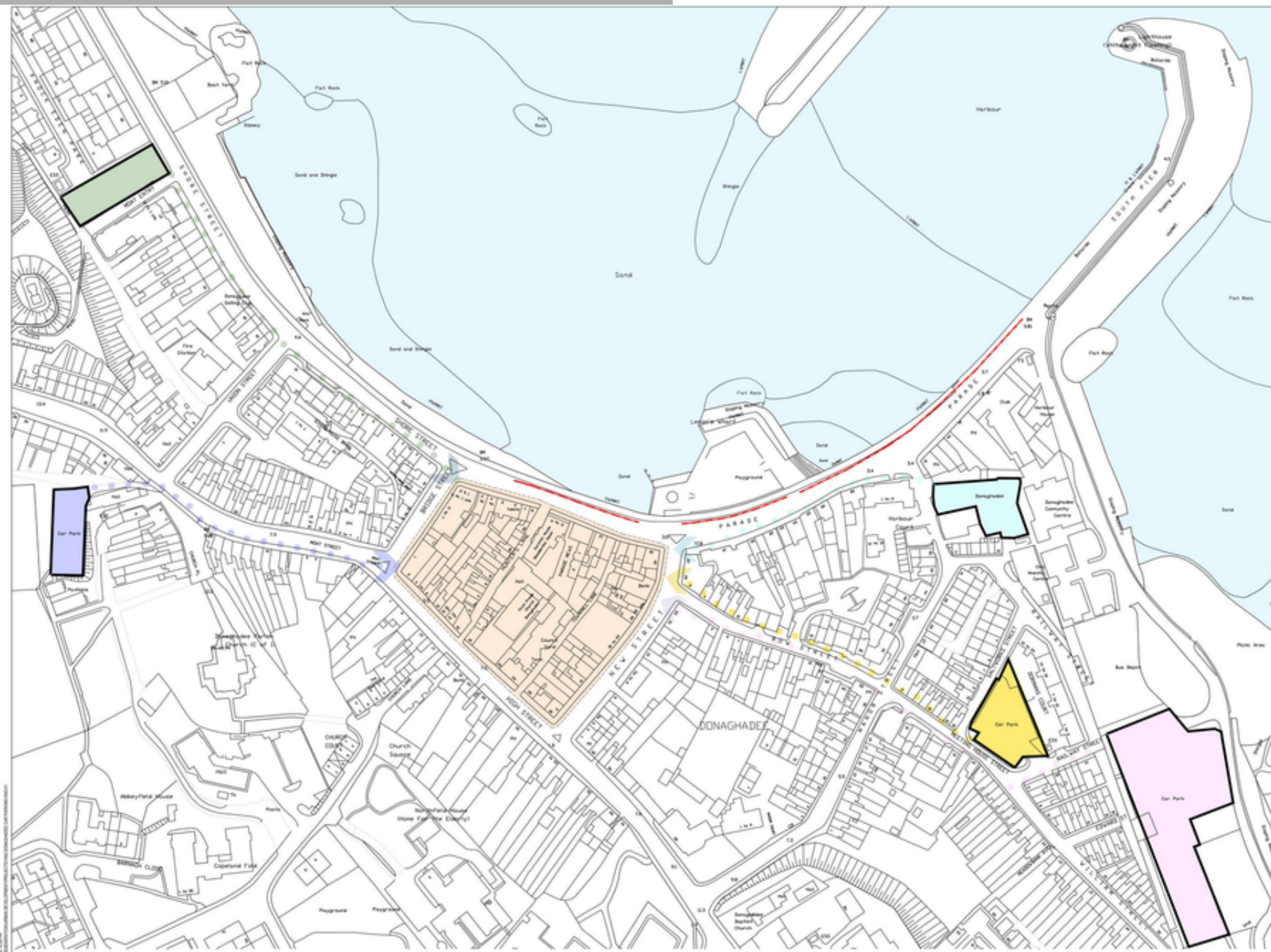
It is recommended that:

1. The above Donaghadee car park improvement scheme is approved.
2. Financing of the scheme is sought where possible from external funding sources, with details of any such funding opportunities brought back to Council for approval.

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3. Any opportunity for funding/part funding of the scheme is considered within existing Council budgets/underspend in other areas of maintenance/regeneration work.
4. Failing any opportunity to fund the scheme as indicated under recommendations 2 and 3, it will be incorporated into the wider Car park Strategy implementation programme in due course.
5. Notwithstanding recommendations 1-4 relating to improvements in off-street parking facilities, the Council should write to DfI formally requesting that it agrees to work with the Council to progress the on-street car parking improvements referred to in section 2.3 of this report.



CONSTRUCTION DATE	DATE/CLASSIFICATION	STATUS

In addition to the information normally associated with the Scale of a map defined on the drawing take note of above. It is assumed that all works on the drawing will be carried out to a standard construction standard, where appropriate, to an appropriate method statement.

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION

Ards & North Down Borough Council accepts no liability for any use of this document and is intended only for the purposes for which it was prepared and provided. This written disclaimer shall not constitute a contract in any jurisdiction.

Ards and North Down Borough Council

NOTES

- TOWN CENTRE
- MOAT ENTRY CAR PARK
9 Current spaces
Potentially
32 Car Parking Spaces
4 Motorhome Spaces
- CROMMELIN CAR PARK
36 Current spaces
- MEETING HOUSE STREET CAR PARK
35 Current spaces
- COPELAND CAR PARK
37 Current spaces (1 coach excludes 4 private spaces)
- DONAGHADEE HARBOUR CAR PARK
160 Current spaces
Potentially
160 Car Parking Spaces (1 coach excludes 4 private spaces)
3 X 15m Coach Spaces
8 Motorhome Spaces
- 49 POTENTIAL MARKED OUT PARKING SPACES
Along the Parade & Shore Street

Revision/Date	By	Check	Date	Notes

Consultation

ANDBC

Donaghadee Car Parking Improvement Scheme

DD Parking Master Drawing

Project No	Client	Contract	Revision	Date
DD	ANDBC	DDP	01	19/11/23

Scale: 1:1000

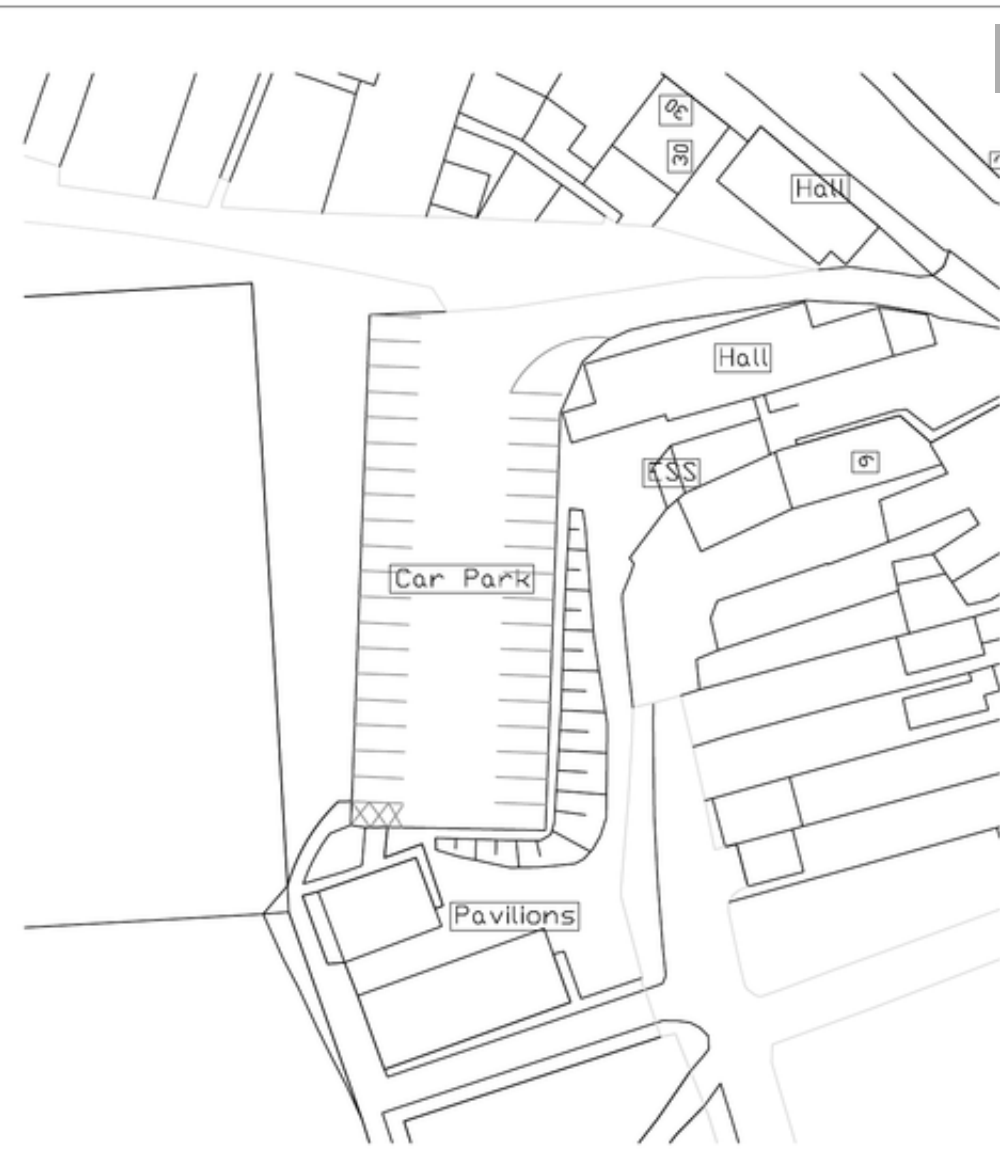
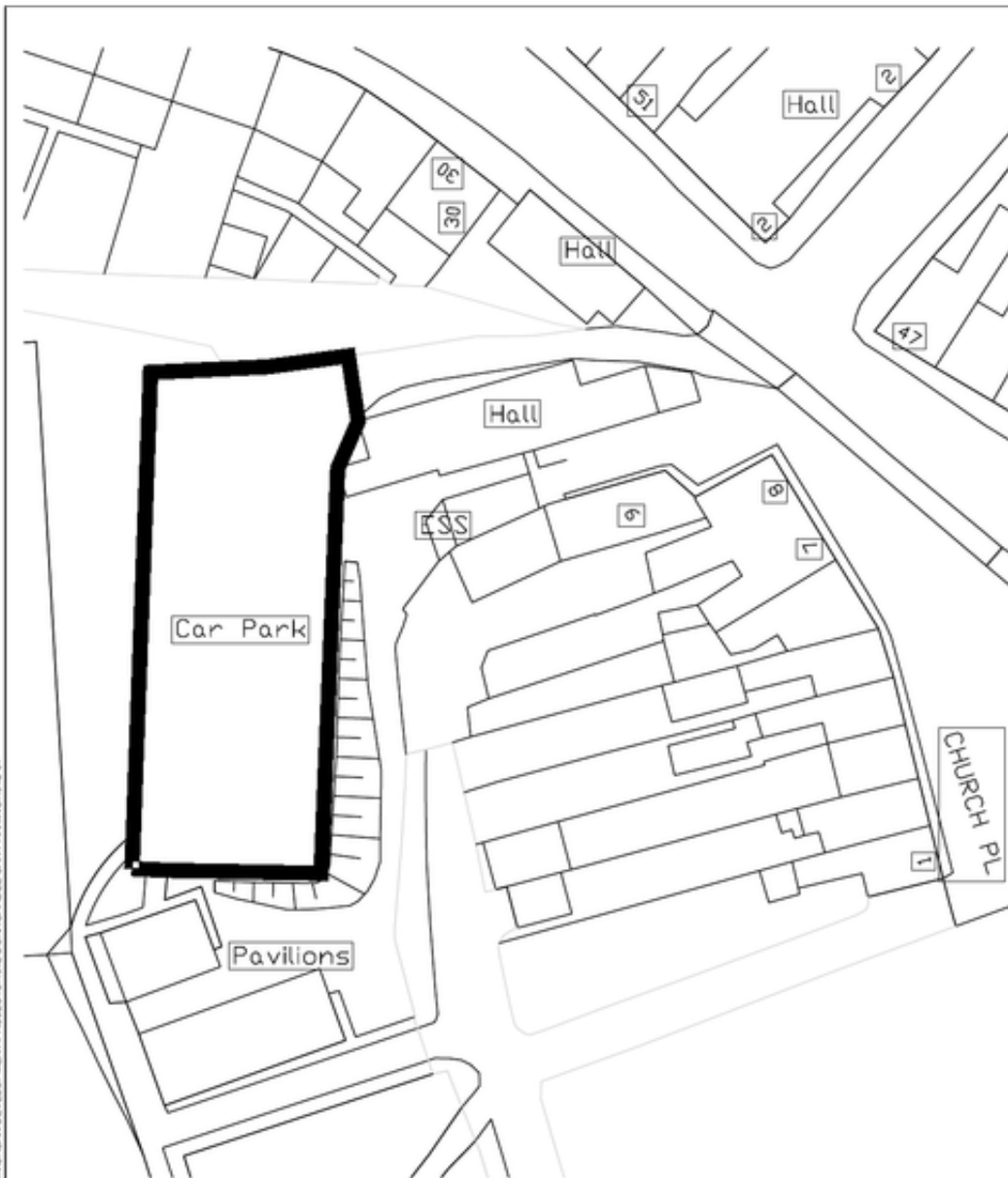
Ards and North Down Borough Council



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CURRENT TOTAL 337 APPROX SPACES WITHIN A 3 MINUTE WALK - POTENTIAL FOR 35 MORE + COACH PARKING

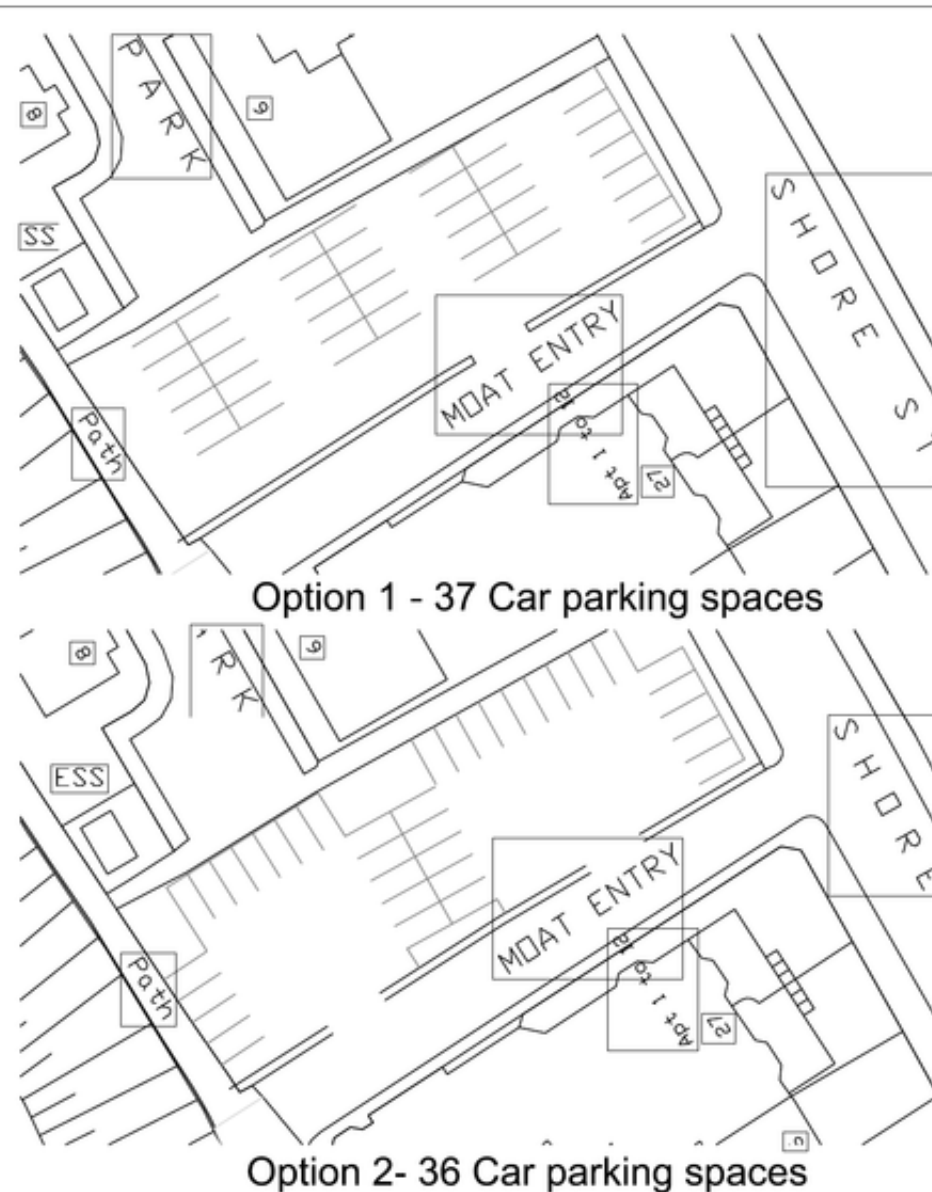
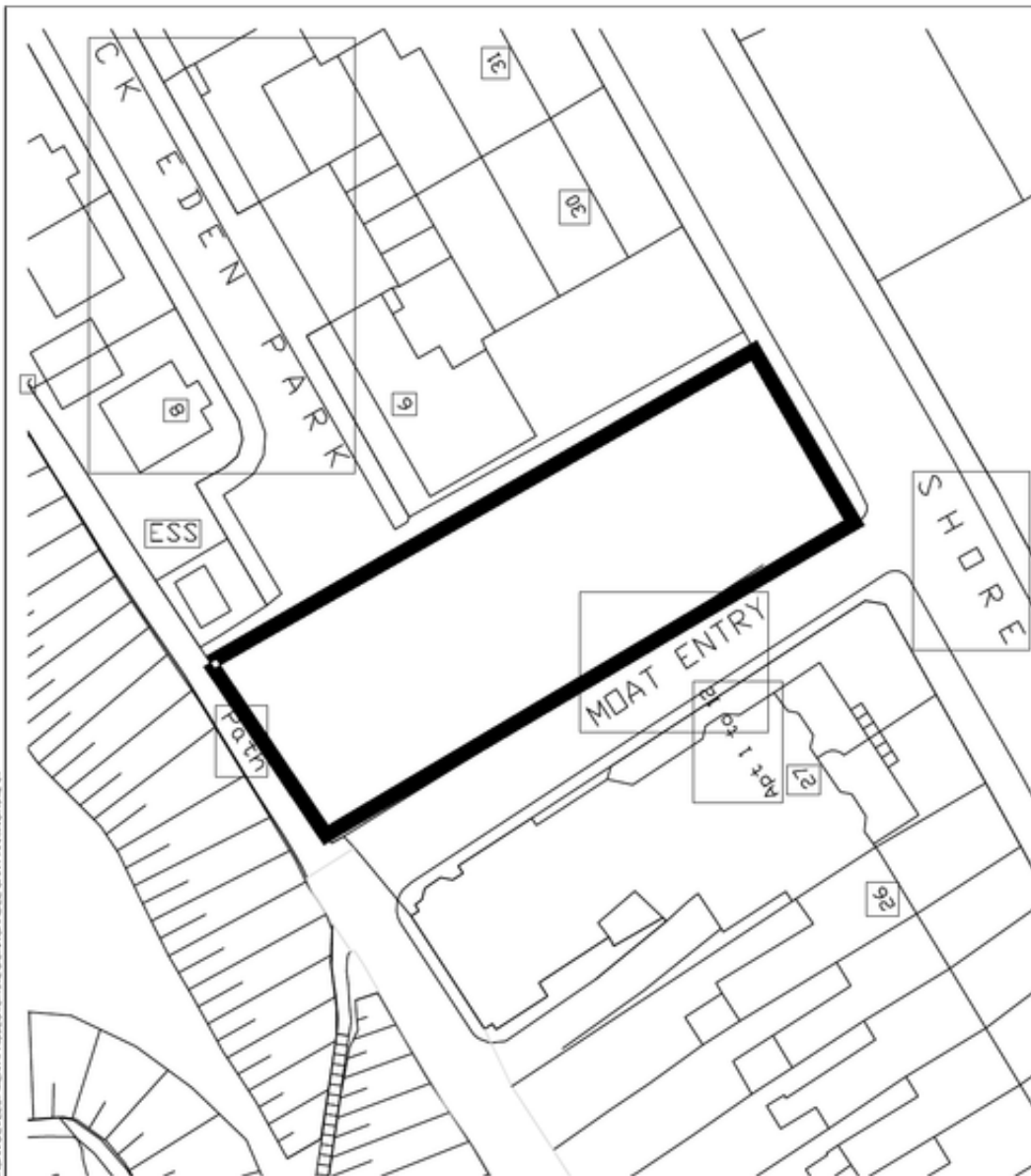
Drawing Number: 1042-01



36 Car parking spaces

Plot Date : 19/12/2022 16:59:42
 File Name : S:\00\REGENERATION\URBAN DEVELOPMENT\PROJECTS\1042 DONAGHADEE CAR PARKING\1042-03

Revision Details				By	Check	Date	Suffix	Project Title Donaghadee Car Parking Strategy	Drawing Title Crommelin Car Park	Purpose of Issue Environment Committee	Ards & North Down Borough Council accepts no liability for any use of this document and it is intended only for the purposes for which it was prepared and provided. Only written dimensions shall be used. Contractor to confirm all dimensions. © Ards and North Down Borough Council		Ards and North Down Borough Council  Ards and North Down Borough Council www.ardsandnorthdown.gov.uk	
Client ANDBC								AN/SC Internal Project No. 1042	Designed BG	Checked 	Approved 	Date 19/12/22	Drawing Number 1042-03	Rev
Scale @ A3 1:500								Ards and North Down Borough Council						

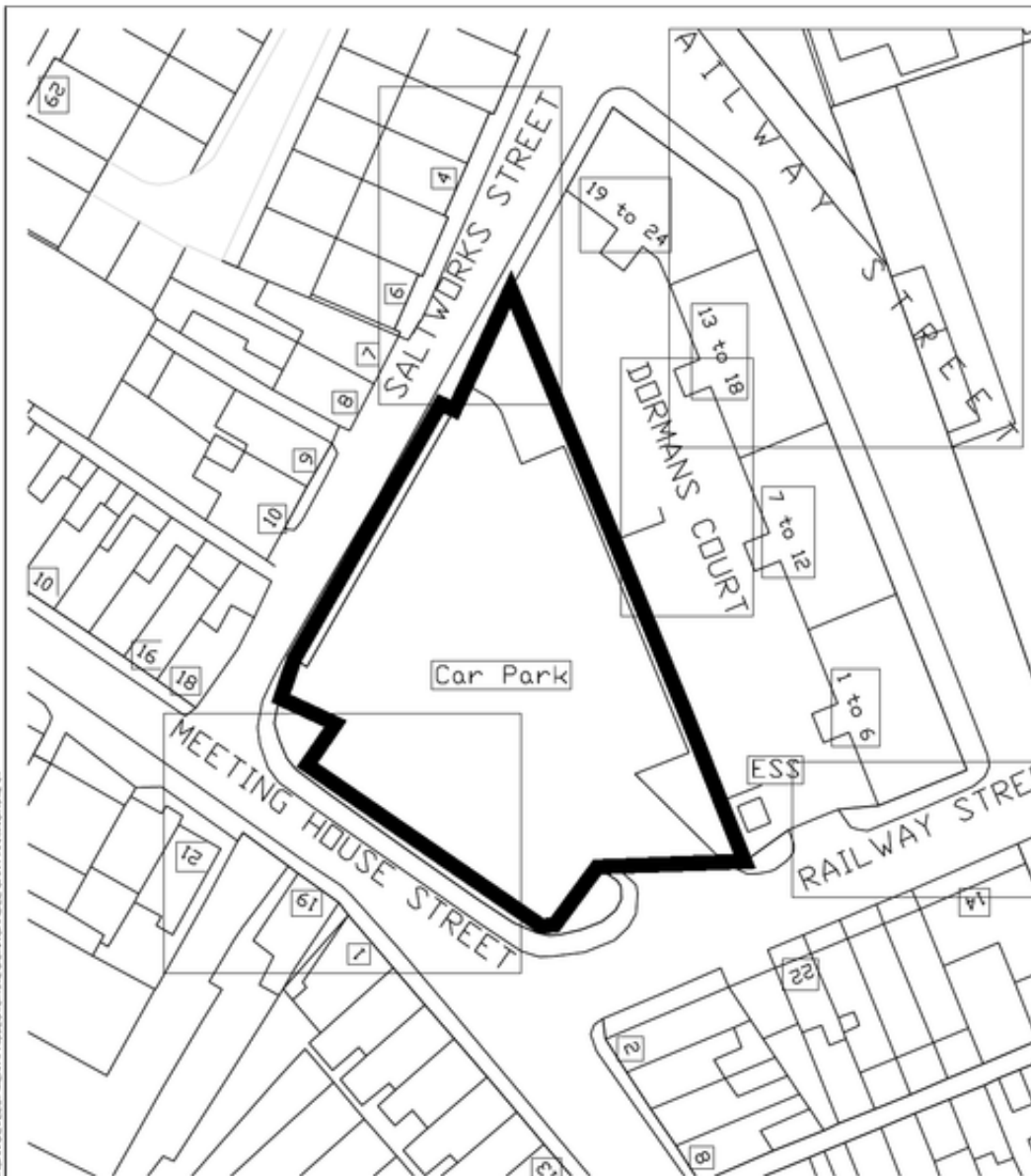


Plot Date : 19/12/2022 17:01:05
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Revision Details				By		Date		Suffix		Project Title		Drawing Title		Purpose of Issue		Ards & North Down Borough Council	
										Donaghadee Car Parking Strategy		Moat Car Park		Environment Committee		Ards and North Down Borough Council	
										Client				Designed		Ards and North Down Borough Council	
										ANDBC				Drawn		Ards and North Down Borough Council	
														Checked		Ards and North Down Borough Council	
														Approved		Ards and North Down Borough Council	
														Date		Ards and North Down Borough Council	
														ANDBC Internal Project No.		Ards and North Down Borough Council	
														1042		Ards and North Down Borough Council	
														Scale @ A3		Ards and North Down Borough Council	
														1:500		Ards and North Down Borough Council	
														Drawing Number		Ards and North Down Borough Council	
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														Rev		Ards and North Down Borough Council	
																Ards and North Down Borough Council	



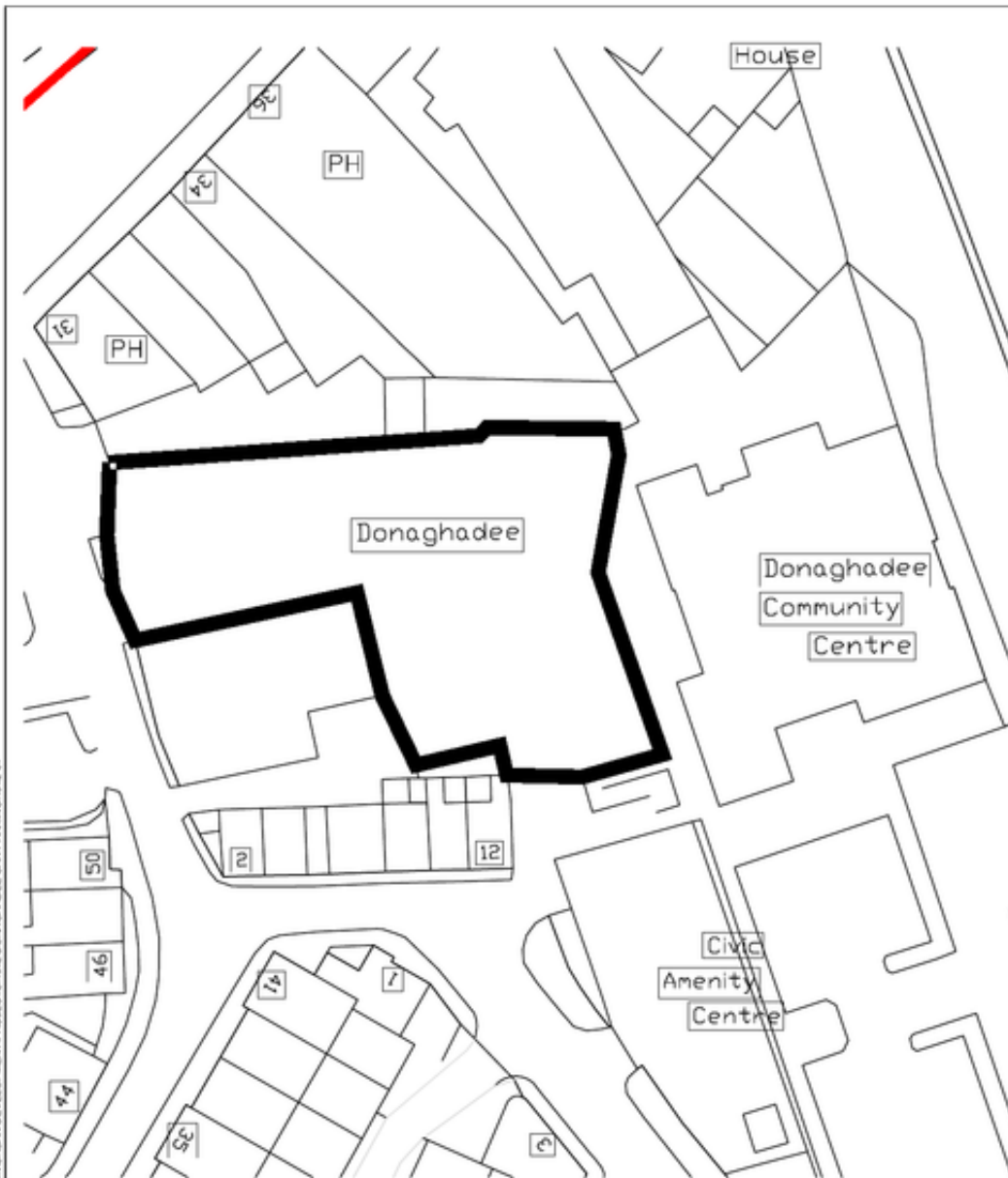
www.ardsandnorthdown.gov.uk



35 Car parking spaces

Plot Date : 19/12/2022 17:01:32
 File Name : S:\00\REGENERATION\URBAN DEVELOPMENT\PROJECTS\1042 DONAGHADEE CAR PARKING\1042-05

Revision Details				By	Check	Date	Suffix	Project Title	Drawing Title	Purpose of Issue	Ards & North Down Borough Council accepts no liability for any use of this document and it is intended only for the purposes for which it was prepared and provided. Only written dimensions shall be used. Contractor to confirm all dimensions. © Ards and North Down Borough Council		Ards and North Down Borough Council www.ardsandnorthdown.gov.uk
								Donaghadee Car Parking Strategy	Railway Street Car Park	Environment Committee	Designed <input checked="" type="checkbox"/> Drawn BG Checked <input type="checkbox"/> Approved <input type="checkbox"/> Date <input type="checkbox"/> ANDBC Internal Project No. 1042 Scale @ A3 1:500	Drawing Number 1042-05 Rev <input type="checkbox"/>	



26 Public Car parking spaces

Plot Date : 19/12/2022 17:01:57
 File Name : S:\00\REGENERATION\URBAN DEVELOPMENT\PROJECTS\1042 DONAGHADEE CAR PARKING\1042-06

Revision Details				Project Title Donaghadee Car Parking Strategy		Drawing Title Copeland Car Park		Purpose of Issue Environment Committee		Ards & North Down Borough Council accepts no liability for any use of this document and it is intended only for the purposes for which it was prepared and provided. Only written dimensions shall be used. Contractor to confirm all dimensions. © Ards and North Down Borough Council		Ards and North Down Borough Council	
By	Check	Date	Suffix	Client ANDBC		ANSC Internal Project No. 1042		Scale @ A3 1:500		Drawing Number 1042-06		Rev www.ardsandnorthdown.gov.uk Ards and North Down Borough Council	



CONSTRUCTION, MAINTENANCE, CLEANING, DEMOLITION

In addition to the responsibilities mentioned with the type of work detailed on this drawing, the contractor is to ensure that all work on this drawing will be carried out by a competent contractor working, where appropriate, to an appropriate method statement.

SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION BOX

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Only written instructions shall be used.

Contractor to confirm all dimensions.

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NOTES

DONAGHADEE HARBOUR CAR PARK
 177 spaces Potentially
 3 X 15m Coach Spaces
 5 Motorhome Spaces (MHS)
 35 Trees and Planting
 2 New pedestrian ramps to Railway Street

Revision/Date	By	Check	Date	Scale
Paper of Issue: Consultation Client: ANDBC Project Title: Donaghadee Car Parking Improvement Scheme Drawing Title: DONAGHADEE HARBOUR CAR PARK				
Approved	Checked	Prepared	Approved	Checked
8/3	8/3	CMDF	8/3	19/12/22

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Drawing Number: **1042-07**

File Path: \\C:\Users\j.mccormack\Documents\1042-07\1042-07.dwg
 Plot Date: 19/12/2022 10:58:00 AM
 Plot Scale: 1:1000

Unclassified

25

ITEM 8**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	04 January 2023
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	19 December 2022
File Reference	BC01 / 91000
Legislation	The Building Regulations (Northern Ireland) Order 1979 (as amended) The Building Regulations (Northern Ireland) 2012
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: If other, please add comment below:
Subject	Building Control Q2 Activity Report (1 July 2022 to 30 September 2022)
Attachments	None

1.0 Introduction

The information provided in this report covers, unless otherwise stated, the period 1 July 2022 to 30 September 2022 (Q2 1 July 2022 – 30 September 2022). The aim of the report is to provide members with details of some of the key activities of Building Control, the range of services it provides along with details of level of performance. This report format has been introduced across Regulatory Services.

2.0 Applications

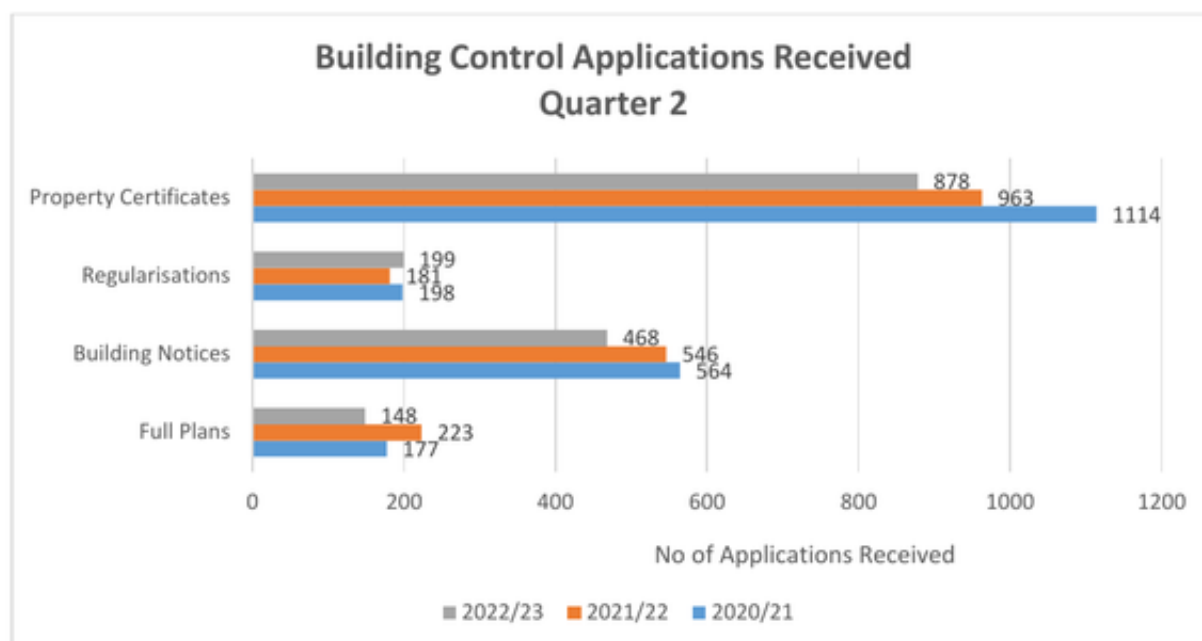
Full Plan applications are made to Building Control for building works to any commercial building, or for larger schemes in relation to residential dwellings.

Building Notice applications are submitted for minor alternations such as internal wall removal, installation of heating boilers or systems, installation of all types of insulation and must be made before work commences. These applications are for residential properties only.

Regularisation applications consider all works carried out illegally without a previous Building Control application in both commercial and residential properties. A regularisation application considers all types of work retrospectively and under the Building Regulations in force at the time the works were carried out.

Property Certificate applications are essential to the conveyancing process in the sale of any property, residential or commercial, and provide information on Building Control history and Council held data.

	Period of Report 01/07/2022 – 30/09/2022	01/07/2021- 30/09/2021	01/07/2020 – 30/09/2020
Full Plan Applications	148	223	177
Building Notice Applications	468	546	564
Regularisation Applications	199	181	198
Property Certificate Applications	878	963	1114



Unclassified

27

The number of Full Plan applications received are very much determined by the economic climate, any changes in bank lending or uncertainty in the marketplace may cause a reduction in Full Plan applications. There is no internal means to control the number of applications received.

3.0 Regulatory Approvals and Completions

Turnaround times for full plan applications are measured in calendar days from the day of receipt within the council, too day of posting (inclusive).

Inspections have to be carried out on the day requested due to commercial pressures on the developer/builder/householder, and as such any pressures on that end of the business reflects on the turnaround of plans timescale.

	Period of Report 01/07/2022 – 30/09/2022	Same quarter last year	Comparison	Average number of days to turnaround plan
Domestic Full Plan Turnarounds within target (21 calendar days)	55%	28%	↑	224
Non-Domestic Full Plan Turnarounds within target (35 calendar days)	75%	25%	↑	28

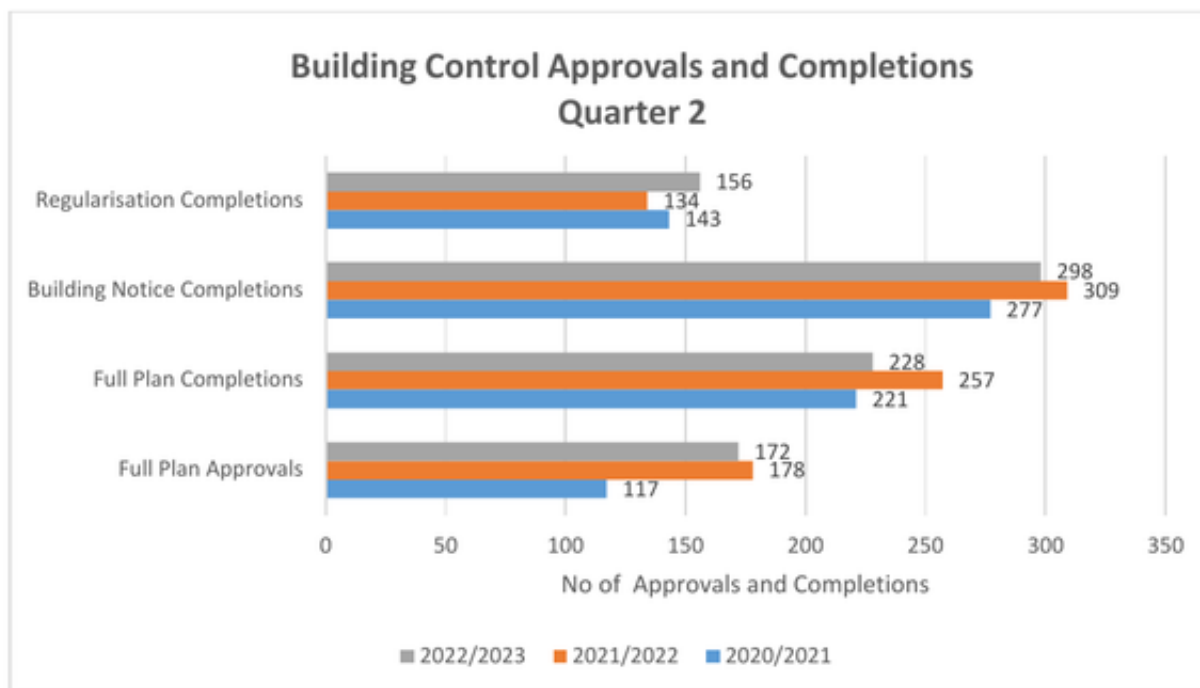
4.0 Regulatory Approvals and Completions

The issuing of Building Control Completion Certificates indicate that works are carried out to a satisfactory level and meet the current Building Regulations.

Building Control Full Plan Approval indicates that the information and drawings submitted as part of an application meet current Building Regulations and works can commence on site.

	Period of Report 01/07/2022 – 30/09/2022	01/07/2021 – 30/09/2021	01/07/2020 – 30/09/2020
Full Plan Approvals	172	178	117
Full Plan Completions	228	257	221
Building Notice Completions	298	309	227
Regularisation Completions	156	134	143

Unclassified

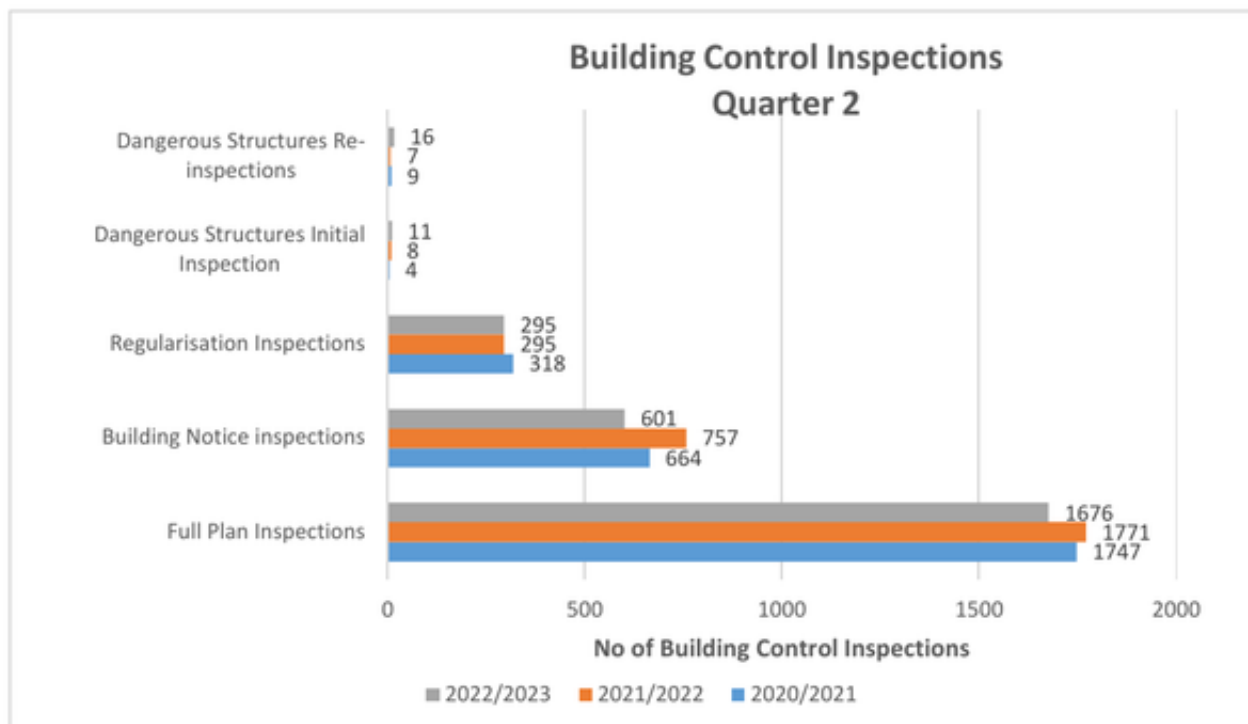


5.0 Inspections

Under the Building Regulations applicants are required to give notice at specific points in the building process to allow inspections. The inspections are used to determine compliance and to all for improvement or enforcement.

	Period of Report 01/07/2022 - 30/09/2022	01/07/2021 – 30/09/2021	01/07/2020 – 30/09/2020
Full Plan Inspections	1676	1771	1747
Building Notice Inspections	601	757	664
Regularisation Inspections	295	295	318
Dangerous structures initial inspection	11	8	4
Dangerous structure re-inspections	16	7	9
Total inspections	2599	2838	2742

Unclassified

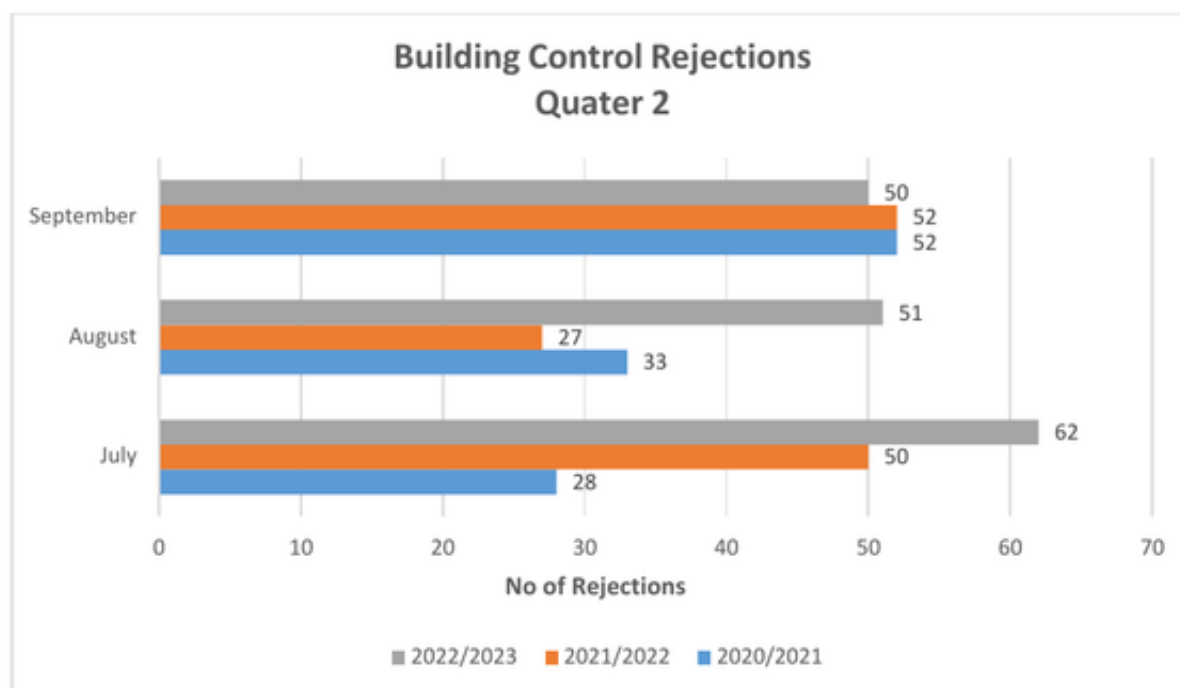


6.0 Non-Compliance

Where it is not possible to Approve full plan applications they are required to be rejected. Building Control Full Plan Rejection Notices indicate that after assessment there are aspects of the drawings provided that do not meet current Building Regulations. A Building Control Rejection Notice sets out the changes or aspects of the drawings provided that need to be amended. After these amendments are completed, the amended drawings should be submitted to Building Control for further assessment and approval.

	Period of Report 01/07/2022 – 30/09/2022	01/07/2021 – 30/09/2021	01/07/2020 – 30/09/2020
Full Plan Rejection Notice	163	129	113
Dangerous Structure Recommended for legal action	0	0	0
Court Cases	0	0	0
Other	0	0	0

Unclassified



6.0 AOB

RECOMMENDATION

It is recommended that the Council notes the report.